

Student Life Handbook & Daily Planner



Broward Community College
1993-1994

BROWARD COMMUNITY COLLEGE

Office of the President • Fort Lauderdale Center • (305) 761-7401

Dear Student:

Welcome to Broward Community College! We are most pleased that you have selected this fine College to help you reach your goals.

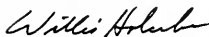
Broward Community College is a vigorous institution with a proven performance record for more than 32 years. The College offers programs for those students planning to transfer to upper-division institutions, for others who plan to pursue and continue careers in this area, and for those seeking personal enrichment or professional improvement. We have gained a national reputation as a leading urban, comprehensive community college serving the diverse higher education needs of Broward County.

Broward Community College is a teaching institution, and facilitating your individual learning is our most important concern. We encourage you to call on us to assist you in every possible way as you pursue your higher education objectives. Please make sure that you use the resources available to you as a student at BCC. We want to help assure your success.

On behalf of the entire College family, let me extend a most cordial welcome. Join us in making your college experience a pleasant and rewarding one.

I look forward to seeing you on campus.

Sincerely,



Willis Holcombe
President



jhw

A. HUGH ADAMS
CENTRAL CAMPUS
3501 Southwest Davie Road
Davie, FL 33314

FORT LAUDERDALE CENTER
225 East Las Olas Boulevard
Fort Lauderdale, FL 33301

NORTH CAMPUS
1000 Coconut Creek Boulevard
Coconut Creek, FL 33066

JUDSON A. SAMUELS
SOUTH CAMPUS
7200 Hollywood/Pines Boulevard
Pembroke Pines, FL 33024

AN EQUAL ACCESS/EQUAL OPPORTUNITY INSTITUTION

1993-1994 BCC Student Life Handbook & Daily Planner

Property of

Name	
Address	
City	
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Home Phone	
Work Phone	



Please consult the tan pages in the back of the book for more specific information regarding listed activities. All events paid for by Student Activities Fees. Current BCC ID required for all events.

North - 973-2326 South - 963-8869 Central - 475-6753 FLC - 761-7488
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Preface

The Student Life Handbook of Broward Community College is published each summer by the Student Life Office. Its purpose is to provide you with a reference for campus activities, student life, and college procedures.

Although the information contained in this book is carefully collected it will not take the place of talking to someone. Faculty, administration, and college staff members have chosen this college as their place of work, and meeting you is part of the experience.

In a large community college many students may come and go without meeting those who are a part of the college. Make every effort you can to introduce yourself to others . Meet professors, deans and academic advisors, and you will be glad you did.

The information in your Student Handbook should be used in conjunction with the college catalog.

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Student Life reserves the right to edit the articles in this book.
Some articles have been edited due to space considerations.

Academic Divisions

Division of Math and Sciences

The Division of Mathematics and Science offers the student an opportunity to study the mathematics and scientific concepts necessary for general education requirements, as well as further study in the areas of engineering, mathematics, science, and related fields.

Suggested program sheets are available in Biology, Chemistry, Engineering, Forestry, Geology, Optometry, Pharmacy, Medicine, Chiropractic, Astronomy, Mathematics, Physics and Agricultural Science.

Mathematics

The Mathematics curriculum has course offerings covering a variety of needs. Course prerequisites for Physics, Engineering, and Business are included. Entering students will be assigned to the mathematics course best suited to their needs and abilities based on results from placement tests and previous mathematics course work. MAT0012, MAT0024, and MAT1034 are basic studies courses designed to correct deficiencies in the student's mathematic background. Neither MAT0012 nor MAT0024 will count toward degree requirements. However, MAT1034 counts as three semester hours of elective credit. Courses that carry mathematics credit include MAC1102, MAC1132, MAC1133, MAC2311, MAC2312, MAC2313, MAC2302, MAS2103, MGF1202 and STA2014. Applied Mathematics, MTB1310, is designed for associate of Science degree programs only. Please consult the college catalog, an advisor, or the mathematics department head for more information concerning mathematics courses and requirements.

Biological Science and Physical Science

The Biological Science Department offers courses in Biology, Anatomy and Physiology, Microbiology, Botany, Zoology and their attendant laboratories. In the Physical Science, courses in Astronomy, Geology, Physics, Chemistry, Physical Science, and some accompanying laboratory courses, are offered. Certain lecture and laboratory courses are corequisites. In some instances, prerequisites apply and require a grade of "C" or higher. Refer to descriptions of individual courses in the college catalog. The science course offerings cover a variety of needs, including courses for science majors as well as students in related fields. In addition, courses are provided to meet the general education requirements for non-science majors and the specialized needs of technical students. Many of the science courses are sequential. Students beginning sequence courses such as BSC1085-1086, BSC1010C-BSC1011C, CHM1040-1041-1046E, CHM1045-1046, CHM2210-2211, PHY20448-2049 and PHY2053-2054 should plan to complete the sequence in this college to avoid transfer problems.

English

The English Department has courses and programs to help students improve their writing skills. Courses in grammar and English composition teach students to write grammatically correct, well organized, and logically coherent papers, from the paragraph to the research paper. The Technical/Professional Report Writing course teaches students to write memorandums, reports, resumes, and general business correspondence as well as the research paper. Courses in creative writing provide an opportunity to develop skills in writing poetry, short stories, or drama. The Department offers traditional literature courses which explore many facets of life, reflect periods in which they were written, and tell how people relate to the various concepts. It also offers contemporary literature such as science fiction, which speculates about the effects of scientific

methods on humans, mystery fiction, film, and the Bible as literature.

English as a Second Language

Courses in English as a Second Language are designed to give both the international student and the non-native language learner a mastery of basic English as well as intermediate and advanced communication skills.

Courses to enhance writing skills include an introduction to English as a Second Language: Grammar I and II, and Developmental Composition I and II which emphasize writing the paragraph and the multiparagraph papers.



Courses such as Phonetics of the American Language and Communication Skills for Non-native English Speakers guide the student toward acceptable pronunciation, phrasing and intonation of American English and its application to a variety of communication situations.

Reading

The Reading courses are designed to help students improve their reading comprehension so that they can better understand required reading material. In addition, the courses include a variety of study techniques and test taking strategies.

Journalism

The Journalism curriculum offers students courses in writing and editing, as well as the opportunity to put their knowledge to use by writing and producing for college publications. Students have the opportunity to compete in state and national competitions and may find that the BCC Journalism program provides a pathway for media employment upon graduation.

Modern Foreign Languages

Students enrolled in foreign languages will acquire the basic skills of the language so they can continue their studies after graduating from BCC. Modern and traditional methods help students learn languages and gain insight into cultures.

Speech Communications

Enrollment in speech courses offer students opportunities to develop public speaking and interpersonal communication skills, to engage in general speech improvement, and to specialize in interest areas such as Radio/Television, Argumentation and Debate, Nonverbal Communication, Group Discussion, Oral Interpretation and Voice and Diction. Students may select electives which fulfill general education requirements, as well as beginning courses of study for majors and minors in Speech Communication and Radio/Television.

Health, Physical Education Recreation, and Dance

The HPRD Department has created a core of wellness courses that

are designed so that students of all ages can maintain and/or improve their physical health. Several of the core courses require students to participate in assessment procedures which will indicate their strength, flexibility and cardiovascular endurance levels. These target areas, coupled with nutrition plans, activity training and safety information, form the common core curriculum of the wellness courses. Each two-credit hour wellness course will provide 16 hours of lecture and 32 hours of activity. The difference between the wellness courses is in the exercise method used by the students to achieve their desired fitness levels. A variety of methods were designed to accommodate student activity preferences.

The two-credit hour wellness courses are:

**PEM1131 Weight Training,
PEM1145 Walk/Jog/Run,
PEM1171 Aquatic Fitness,
PEM1107 Slimnastics,
PEM1930 Aerobic Movemnt,
HLP1081 Health Fitness.**

All of the A.A. degree programs will require the student to complete four-credit hours in HPRD which must include one of the above two-credit hour wellness courses. The remaining two credits will be selected from any one-credit hour activity classes offered by the department.

A.S. degree students are required to complete a wellness track course to fulfill their two-credit hour requirement in HPRD.

No exemptions shall be permitted from this HPRD activity requirement because of age, veteran status, or medical reasons. Note: Students with medical restrictions must, with physician's approval, participate in appropriate HPRD activity classes on a modified basis or participate in any HPRD class specifically designed for the

medically restricted with permission of the HPRD department head. Students with total activity restriction must enroll in designated HPRD lecture classes with medical verification which is approved by HPRD department head and take the portion of a wellness course of their choice. Medical restriction forms may be picked up at the HPRD office.

Students should be aware that participation in physical activity carries a degree of risk; therefore, students are expected to follow instructions and safety precautions given by the HPRD instructor. Also, students **must** inform instructors of any existing medical problems. Note: The college does not carry insurance to cover accidents which occur during college classes.

Department of Behavioral and Social Sciences

The Department of Behavioral and Social Sciences offers academic courses collegewide, leading to the award of the Associate of Arts degree. Credit may be earned in the following disciplines/ areas: Anthropology, Education, Geography, History, Philosophy, Political Science, Psychology, Public Administration, Religion, Social Work and Sociology. Objectives of various offerings are designed to assist students in acquiring



greater information and knowledge about the human condition and a broader understanding of and appreciation for our social, cultural, political and economic traditions and institutions, as well as those of other peoples. Course work is also offered in Child Development and Education for those wanting to prepare for a career in the field of early childhood education and child care services.

Visual & Performing Arts

The Department of Visual & Performing Arts offers students the opportunity to investigate and acquaint themselves with the Visual & Performing Arts, Theater, Music Education. Students may select courses which increase their understanding and appreciation for the arts and humanities as a part of their general cultural knowledge, or they may follow a program of study in one area leading to a major at a senior institution. Arts activities, open to all students, are available in Visual Arts, Theater, Chorus, Opera, Band, Orchestra, and Jazz.

Center for Health Science Education

Broward Community College offers 14 health related programs leading to an A.S. degree or certificate: Dental Assisting, Dental Hygiene, Diagnostic Medical Sonography, Emergency Medical Technician, Health Information Management, Health Services Management, Medical Assisting, Medical Laboratory Technology, Nursing (RN), Paramedic, Physical Therapist Assisting, Radiation Therapy, Radiology, Respiratory Care. Admission to these programs is limited because of clinical facilities and staff.

Engineering Technology

The Engineering Technology Institute offers A.S. degree programs

in a variety of disciplines. Engineering technicians are educated in the theory and application of engineering principles. They are employed in a wide variety of areas from research to production. The A.S. degree program is transferable to universities offering degrees in Engineering Technology.

Electronics Engineering Technology

Graduates of the A.S. degree program will have extensive knowledge of electronics including microprocessors, microprocessor applications, linear integrated circuits, and electronic communications.

Architectural Technology

Architectural Technology provides the basic concepts and practices employed in the architectural field. Specific problem-solving situations qualify the students for architectural drafting, computer aided design (CAD), pictorial and model presentation, and fundamental design; concepts and theories are also covered. Students in the A.A. college parallel are eligible upon graduation to transfer into third year programs at many universities.

Building Construction and Civil Engineering Technology

Building Construction and Civil Engineering Technology programs prepare students for employment as drafters, designers, estimators, surveyors, or field supervisors. The programs emphasize fundamentals for the design of buildings, bridges, highways, and utilities.

Associate degree in Computer Science

Computer Science Technology provides a succession of courses

designed for the understanding of concepts, principles, and techniques involved in the electronic processing of data. The student will take a variety of programming languages such as BASIC, FORTRAN, COBOL, PASCAL, and "C" as well as the most popular microcomputer application software such as Lotus, WordPerfect, and dbase. Two separate A.S. degrees exist, one emphasizing business applications, the other one emphasizing scientific programming.

Automotive Technology

Automotive Technology provides training in the service of state of the art automotive products. Course work includes technical and academic courses and cooperative education field experience.

Landscape Technology

BCC graduates in Landscape Technology are provided with the basic concepts and practical information necessary to succeed in either Landscape Design and Installation or Nursery Production. In addition to fundamental instruction, pertinent business management techniques are taught which enable students to enter the Horticulture professions with beginning managerial capacities. Accompanying courses in exotic and native plants, tropical fruits, Xeriscape, and weed control are available as electives and can be coupled with other courses for a background in landscape management or golf course management. Contact the Landscape Technology Department for counseling towards an exciting and profitable career in Horticulture.

Careers in Horticulture

BCC graduates are taught the basic concepts and practical information with a "learn it tonight, use it tomorrow" philosophy. Classes

include theory, textbook principles, and sound business techniques; combined with instructors' experience in the field, these courses offer the students an unmatched educational background in this exciting, lucrative career.

Courses include xeriscaping, native and exotic plants, tropical fruits, landscaping, trouble-shooting horticultural problems, and state of the art nursery structures and equipment. Prepare for a profession in landscape design, landscape installation, nursery production, sales, landscape and turfgrass management or a backyard specialty nursery.

And don't stop after graduation! A constant stream of courses are offered for continuing development in this intriguing vocation.

Call Doug Palmer or David McClean at 475-6706 for registration information.

Pest Management Careers

Super roaches, terrible termites, formidable fleas: all the insect horrors of South Florida's subtropical climate become grist for the income mill of the certified pest control operator and educated technician. Careers open daily in this high-tech service field in areas of structural pest control, landscape and ornamental plant pest management, and aquatic vegetation control. Courses lead to licensing in all of the above and include business management techniques as well. A future in pest management combines the altruistic human aspects of meeting and helping people and the factual world of applying modern chemical knowledge in harmony with an increasingly fragile environment. Contact Doug Palmer at 475-6706 for registration information.

Criminal Justice Institute

The Criminal Justice Institute offers academic education in the Associate in Arts and Associate in Science degrees. These programs are available to pre-service and in-service students in the area of Criminal Justice and Crime Scene Technology.

The Institute is certified by the Florida Criminal Justice Standards and Training Commission as a training center for both police and corrections entry and advanced programs.

The Criminal Justice Institute, in cooperation with all Criminal Justice agencies in Broward County, strives to meet students' needs through the above programs and through the presentation of workshops and seminars presented by local, state, and national experts who are qualified in specific areas.

The Institute operates with the combined support of the College, the Broward School Board, the Chiefs of Police Association, and the Criminal Justice Standards and Training Commission.

Military Science/Army ROTC

Army ROTC (Reserve Officers' Training Corps), is a program that provides college trained officers for the U.S Army National Guard and the U.S. Army Reserve. It is open to any full-time student, male or female, attending Broward Community College who is between the ages of 18 to 26 (up to age 28 for veterans). ROTC enhances a student's education by providing leadership and management experience found in few college courses. This training helps students develop self discipline, physical stamina, and poise, qualities basic to success in any worthwhile career. Students can earn a commission as a second Lieutenant in the U.S. Army, (Active, Reserve, or National Guard), while earning their college degree.

Subjects (one credit hour each) cover the areas of management principles, national defense, military leadership development, military courtesy, discipline, and military skills. Uniforms and necessary military science textbooks and materials are furnished at no cost to students. For more information, call 284-4673 (University of Miami).

Open College

Open College is an innovative distance learning program. Open college provides college credit courses by directed study (most on video tape) so that students may remain at home while taking classes and traveling to campus a few times a semester for reviews and examinations.

The variety of courses offered through Open College allows students to make significant progress toward the Associate in Arts degree from Broward Community College. During the academic year, students may choose from courses offered in social sciences, composition, humanities, sciences, business, and other areas.

Each Open College course carries regular college credit and each is equivalent to the courses offered on campus. The requirements for the courses include lecture on video and audio tapes in place of formal classroom sessions. Students in Open College courses maintain contact with each other by mail and telephone, through discussion sessions, and of course the examination sessions.

Information about the Open College courses may be found in the registration offices, in counseling offices, or in the Non-Traditional Programs Department in Building 7, Room 257, Central Campus, or by calling 475-6564.

Weekend College

Weekend College is a convenient, flexible, accredited program that offers motivated students an opportunity to pursue, continue, and accelerate their education. It has been designed for the adult student whose work and home schedule makes it difficult to enroll in the regularly scheduled day or evening classes.

If a person is employed full time, a full-time mother with children, someone who wants to make more productive use of leisure time, or an individual who simply prefers taking classes on the weekend, this program will meet their needs.

The Weekend College courses are offered on Friday evenings, Saturday or Sunday, in four hour time blocks, once a week for eleven weeks, or in three hour time blocks, once a week for sixteen weeks. In all cases, Weekend College instructors make themselves available to students during the week for telephone consultation.

All Weekend College courses are full college courses offered by the BCC academic department and faculty and are transferable to upper division colleges.

Information about the Weekend College courses may be found in registration, counseling offices, or in the Non-Traditional Programs Department, Building 7, Room 257, Central Campus, or call 475-6564.

Foreign Study Program

Broward Community College provides students with several opportunities to enroll in overseas academic programs. It is recognized that students will benefit from the added dimension to their education by participating in a foreign study experience. BCC has conducted study programs in foreign locations since 1974.

Students participate in these programs receive transferable college credit. Both short-term (summer) and long-term (semester) programs are offered. Examples of study abroad programs offered at BCC include:

Semester-in-Spain Program

The BCC Center in Spain was established in 1979 to provide students with an opportunity to study for several months in a foreign country at a reasonable cost. Students live and attend classes in the beautiful city of Seville, Spain and earn 15-18 semester hours credit by participating in the program. Unlike other programs in Spain, the BCC program does not require proficiency in Spanish. Any student may participate as the language of instruction is English. Students participating in this program may choose several housing options including Spanish families, dormitories, and pensions. The approximate cost per student is appropriately \$4,500 per semester, including air fare.

College Consortium for International Studies (CCIS)

Broward Community College is an active member of the College Consortium for International Studies, a national organization founded for the purpose of providing high quality international programs abroad. As a result of membership in CCIS, BCC offers semester-length academic programs in over a dozen countries including England, France, Italy, and Israel. Students earn BCC credits when they enroll in any of these programs.

Summer Foreign-Study Program

Broward Community College also conducts several short term

overseas academic programs in foreign locations during the summer terms. By taking advantage of group rates and favorable arrangements with area travel agents, the college is able to offer these overseas academic programs at considerable savings. All foreign-study courses combine on-campus instruction with the foreign travel experience. Participants typically earn six semester hours of credit in a variety of subjects. Many courses are fully accredited and may be applied toward a degree at BCC or used for other purposes such as certification renewal and/or incentive awards for public school teachers. Approximately five different study tours are offered each summer, with opportunities to study in Europe, the Middle East, Mexico, and the Orient.



Honors at Graduation

Completion of a minimum of forty semester hours at BCC is required to be eligible for Honors. The calculation of the GPA for Honors includes all BCC work attempted. Honors at graduation is as follows: With Honors-GPA of 3.250-3.499, With High Honors-GPA of 3.500-3.749, With Highest Honors-GPA of 3.750-4.000. Members of Phi Theta Kappa Scholastic Honorary Society wear gold stoles and tassels at graduation.

Student Services

Student Affairs

Broward Community College welcomes you and hopes that you will use your time, talents and efforts while here to produce a happier and more productive life. We, the Student Affairs staff, Faculty and Administration will help you to develop and achieve your goals. Student Affairs areas - all with unique services and functions - work together to provide the students with a total package of information, assistance and enrichment.

Take advantage of our services, our people, and our resources for your benefit. Doors are open wherever you go; stop by for information, advice, help in making academic, personal, career decisions - and if the "going gets rough," a helping hand will always be available. Have a great year and future at BCC.

Administration

Dr. George Young.....	Vice-President for Student Affairs FLC 3rd floor, 761-7486
Dr. Thomas J. Ryan.....	Dean of Student Affairs Central Campus Bldg. 7 2nd floor, 475-6520
Ms. Susan Malter.....	Dean of Student Affairs South Campus Bldg. 71 2nd floor, 963-8875
Dr. Leonard Byrant, Jr.....	Dean of Students Affairs North Campus Bldg. 48 3rd floor, 973-2300

Career Centers

Career Centers provide career counseling and information to help students make the most of their educational experience. The staff can assist students in formulating and implementing career and life goals. Individuals lacking direction, who are considering two or more career alternatives, or who have already selected a career goal, can find valuable information and tools that will help them plan for the future and gain the most from their BCC experience. A Career Resources Library with extensive self-use information on careers, job search strategies, college catalogs and educational directories, is available on each campus. Each Resource Library includes two computerized occupational information systems, such as:

- 1) MICRO CHOICES an interest survey system that has information on over 1,100 occupations and is programmed with data pertaining to Florida.
- 2) SIGI PLUS a comprehensive system incorporating nationwide occupational information and has over 200 occupational descriptions designed for the adult learner plus a helpful self assessment test.

Counselors

Counselors provide students with support in resolving academic and personal problems while and assist in developing realistic life and career goals. Career interest tests and personality inventories are available as part of this process. Whether a student has a problem, wants information or just needs to talk, the counselor is a friend interested in the student as an individual and a student.

Job Placement

Assistance with job hunting is available from the staff of the Job Services of Florida located near the Career Center on North and South campuses. Central Campus has a job placement program that is separate from the job service program.

Professional placement counselors are available to provide skill assessments and information on related jobs chosen from the thousands of part and full-time openings listed each year. Average wages offered are \$5 to \$10 per hour, and every effort is made to place students in their field of choice. Help is also available with resume writing and interviewing techniques.

This is a free service offered to all BCC students and community members who are U.S. citizens and to all non-citizens provided they have INS approval to work.

See the Job Placement Office on your campus for additional information:

Central Campus.....	475-6612
North Campus.....	973-2282
South Campus.....	963-8866

Academic Advisors

Academic Advisors help students choose courses based on their respective academic programs each semester and evaluate their progress as they proceed toward degree goals. Students who plan to transfer to another college should request advisors to help them make certain they have the necessary degree prerequisites for the college of their choice.

Academic Intervention Services

Academic Intervention Services provides those comprehensive support programs and activities that will increase student retention and enhance student persistence from entry into college to the completion of the student's educational, personal, and career aspirations.

Through AIS, students receive career, academic, and personal counseling, individualized programmed learning center experiences, CLAST preparation, tutoring, financial aid information, group support sessions, work study placement, and the like.

Academic Intervention Services has a special component, the Mentor Program, geared toward the successful retention and graduation of African Americans and other minority students.

Additional information relative to specifics can be obtained from the Program Director.

Financial Services

Student Financial Services provides counseling and funding to assist students in meeting the cost of obtaining an education at Broward Community College. Information on federal and state grants, loans, employment, and scholarships is available. Assistance in understanding and completing the necessary forms is provided. Applications for financial assistance must be submitted each year. Priority consideration is given to those applications filed before April 15. Students needing financial help to attend or continue as a student at Broward Community College can speak with a Financial Services Advisor at Central 475-6573, North 973-2330, South 963-8845.

Disability Services

As an Equal Access/Equal Opportunity Community College, Broward Community College assures disabled students participation in all college activities and services. Individuals who plan to attend BCC should contact the Disability Services Coordinator on Central Campus. These students will be assisted in adapting to the college environment, and information will be given on how to utilize, most effectively, all aspects of Broward Community College.

Some of the services available are note-taking, specialized testing, sign language interpreters, readers, and tutoring/counseling. Specialized equipment is also available to assist disabled students in pursuing their academic objectives. Students receiving assistance from Vocational Rehabilitation or Blind Services are required to apply for financial assistance at Broward Community College.

Students with disabilities who need assistance may contact the Disability Services Coordinator on Central Campus at 475-6527.

APTICOM/RAVE is a computerized system for assisting students in their search for occupations and/or academic majors by matching aptitudes with specific job categories. The test is offered on an individual basis at the testing center on North Campus in Building 48 Room 324.

Project You - A Single Parent/Displaced Homemaker Program

Project You, a program available to students on all campuses is designed to help single parents or displaced homemakers who seek to increase earning power through education. Students may choose courses of study (leading to certificates or Associates of Science degrees) from a list of approved programs.

Project You is open to both full time and part time students and offers assistance to those qualified. Contact the Project You Coordinator at 973-2232.

Program For Returning Students

Workshops and classes are provided on all three campuses which serve to help men and women explore career and educational options through self-assessment, assertiveness training, career exploration, decision making, resume writing, and job-seeking skills. The goal is to foster independence and the ability to make carefully thought out decisions. Services include short courses, special programs, workshops, individual assessment and referral. These activities are open to all students and community residents and include referral, support, and programming.



Contact the respective campus directors for current programming.

Central Campus.....	475-6600
South Campus.....	963-8865
North Camus.....	973-2232

Cooperative Education

Cooperative Education (Co-Op) is a nationally recognized academic program that combines on-campus study with related work experience.

How Does Co-Op Work at BCC? Three different plans are available.

1) Cooperative Education Work Experience - Students work in a paid, full-time, or part-time job directly related to their fields of study.

2) Cooperative Education Internship - Students work in part-time volunteer position directly related to their fields of study. This is particularly helpful for Social Science, Health, Education, and Communication majors.

3) Cooperative Education for Working Adults - Students use their current employment if it is related to their academic major. Job duties may be modified or enhanced in cooperation with their employer.

W.I.N.G.S (Women Investigating New Goals and Services)

Objectives

The Dispalced Homemakers Program (also known as W.I.N.G.S) assists women over 35 years of age who are separated, widowed, divorced or have a disabled spouse. The program help women in promoting independence and economic self-sufficiency; in helping women make decisions and goals for training and employment opportunities; and in helping women develop coping skills to deal with changes in life.

Services

Through one to one counseling, structured classes and ongoing support groups, clients will be helped to improve their self image, assess their job skills, acquire additional skills where needed, and

become proficient in using the appropriate skills necessary to find suitable employment.

Workshops

Workshops include building self confidence, understanding change, managing stress, assertiveness, values clarification, communication (listening skills), time management, budgeting and credit, goal setting, resume writing, and interviewing skills.

Contact Carol Faber at 973-2398 (North Campus) or Brenda Gregory at 963-8874 (South Campus).

Security

All students are required to have a parking decal which is available at the Security Offices in Building 7 at Central Campus, Building 48 at North Campus and Building 71 South Campus.



Traffic rules include obeying all posted signs, as well

as parking in designated areas. Students may not park in any reserved area such as staff/faculty, handicap or no parking areas, fire lanes or loading zones. Parking on the grass is not permitted except in those areas marked by "temporary parking" signs.

Those students who use the handicap parking must have a "State Handicap" decal. Special permits for temporary disabilities may be obtained from the Security offices on Central and North Campus, and the Handicap Affairs Office on South Campus. Upon completion of a Broward Community College physician's form, a special permit will be issued and parking assigned. Special permits are not for use in designated handicap parking and are subject to fines and/or towing by local law enforcement agencies.

Traffic rules and regulations are enforced and parking citations will be issued to those students violating them. Booklets and fine rates may be obtained at the Security offices on each campus. If not paid by the end of the term, grades will be withheld.

Local law enforcement agencies have the jurisdiction on each campus and violators are subject to their fine structure.

Campus Service Fee: This is a new fee and includes but is not limited to support of parking and security services. The fee is \$1.00 per student semester hour. For students taking non-credit courses there is a minimum fee of \$2.00 which will be included in the course fee.

Bookstores

Central, North, and South Campus Bookstores are the main sources for required books and supplies. New and used books, general college supplies, and many non-required items are available. Extra services include special orders for books, class rings, and the buying back of students books.

Finding Your Books

Textbooks are arranged on the shelves alphabetically by common course numbers. Labels that show "REQUIRED BOOK" indicate

that all instructors use the same book for that particular course. Labels that show "ATTEND CLASS BEFORE BUYING THIS BOOK" indicate that students must attend class first - the instructor will indicate which books are needed. Students may purchase required books **ONLY AT THE CAMPUS WHERE THEIR CLASSES ARE HELD** beginning two weeks prior to the first day of classes. Similar course numbers may have different required books at each campus.

Buy Back Policy

The bookstores pay 50 percent of the new price for clean, good textbooks. Overstocked books and old editions are sometimes bought at reduced prices depending on the possibility of resale. Workbooks, study guides, and lab manuals are not bought back. Books are bought back throughout the year (prior to half an hour before closing). Please keep your receipt and bring your schedule.

Refund Policy

Refunds are granted in full during the period beginning two weeks prior to the first day of classes until two weeks thereafter, unless otherwise posted. Please observe different posted dates for cash purchases and credit card purchases.

Acceptance of Credit Card Payments

No signature, except the signature of the name appearing on the credit card, shall be accepted for credit card charges.

A student using a bank merchant card (Visa or Mastercard) of another person must have a letter of authorization. The letter of authorization may only be used once. If a student has additional purchases he/she must bring another letter of authorization from the card holder.

The letter of authorization must contain the following:

- A) Students' name and social security number
- B) Letter must state that Broward Community College is authorized to charge student fee(s), books, etc. to credit card # _____
- C) Signature on card must match signature on authorization letter.
- D) Letter must be dated within current registration period.
- E) Credit card sales slip will not be signed by the student. In lieu of signature, write in the signature area "signature on file".

Letter of authorization will be stapled to College Accounting's copy of the credit card sales slip.



Library

The Broward Community College campus library exists to collect materials in support of research, to assist with research and class assignments and to provide a quiet atmosphere in the main reading

room.

A videotaped library orientation program, which reviews the skills needed to find basic information in books, magazines and newspapers, is available for first-time users and students performing research. Students who wish to check material out of the library must present a current BCC Library ID Card which is issued upon presentation of the current fee receipt. A student may select up to three books on one subject. Books are checked out for a specific period of time, and if no other student has reserved them, they may be renewed once, either in person or by telephone. Students are responsible for materials borrowed on their library card. When books are returned late, an overdue fine of 10 cents per day per book is charged. If a student loses a book, the library should be notified immediately. Students must pay for the loss, based on the price of the book and other costs. Failure to clear a library obligation will result in grades, transcripts and graduation being withheld. Library hours are limited in Term III.

Library Hours Terms I and II

North Campus

7:30 a.m. - 9:00 p.m., Monday through Thursday

7:30 a.m. - 4:00 p.m., Friday

8:00 a.m. - 4:00 p.m., Saturday

Central Campus

7:30 a.m. - 10:00 p.m., Monday through Thursday

7:30 a.m. - 6:00 p.m., Friday

9:00 a.m. - 5:00 p.m., Saturday

2:00 p.m. - 6:00 p.m., Sunday

South Campus

7:30 a.m. - 9:30 p.m., Monday through Thursday

7:30 a.m. - 4:00 p.m., Friday

9:00 a.m. - 5:00 p.m., Saturday

1:00 p.m. - 5:00 p.m., Sunday

Student Life

Student Life

The Student Life Offices, located in the cafeteria on each campus, provide students with a variety of extracurricular experiences. Office hours are 9:00 a.m. to 2:00 p.m., Monday through Friday, and 6:00 to 9:00 p.m., Monday through Thursday. Services provided by the Student Life Offices include video lending library, bulletin boards, bus schedules, lost and found, TV lounge, game room, recreation equipment check-out, applications for new clubs and organizations, and duplicate Student ID cards. In addition, information is available on all clubs and organizations as well as all dances, leadership retreats, special events and Student Government. Any and all of these programs and services are available to any student possessing a current Student ID card, which is in the top right hand corner of your fee card.

The college encourages and promotes membership in a wide variety of student organizations representing the full spectrum of social,



religious, and political thought and action so long as membership enhances the student's academic goals. In their efforts to recruit student members, organizations are required to disclose to prospective members the following information upon the initial contact with prospective members:

All financial costs associated with membership.

The average number of hours per week members are expected to donate to organizational pursuits.

The academic performance expectations of members.

Any sponsorship or linkage with any organization outside the college and whether or not membership in other organizations is expected.

The names and affiliations of all advisors who are not employed by Broward Community College.

An explicit statement that the organization will not tolerate hazing or other prohibited activities defined in college policies.

The organization must affirm that in harmony with the freedom of choice embodied in college policy, the organization will in no way force or coerce either physically or emotionally in its solicitation for membership or in the execution of its activities as a student organization at Broward Community College. All registered student organizations will be required to sign a statement of compliance.

STUDENT ORGANIZATIONS AND CLUBS ON CAMPUS

Students enrolled at Broward Community College are free to join associations which promote their common interest, so long as:

1) The policies, purposes, and principles of the organization are consistent with, and not inimical to, the general philosophies and principles of free institutions in a democratic society such as the United States.

- 2) Membership in the organization is open to all bonafide students at the College without respect to race, creed, or national origin.
- 3) A statement of purpose, criteria for membership, rules or procedures, and a current list of officers are filed with the Director of Student Life. The bylaws of every organization operating under the sanction of the College shall include the anti-hazing policy, rules, procedures, and penalties of the college community.



- 4) The membership, policies, and actions of the organizations are determined by vote of only those persons who hold bonafide membership in the College.
- 5) A member of the regular, full-time faculty, staff, or administration is selected and agrees to serve as the organization's advisor.
- 6) The association, club or organization has registered as a student organization through appropriate administrative channels with the Vice President for Student Affairs.
- 7) All extramural affiliations and associations of student organizations are stated explicitly in a constitution and also in any written material or advertisements distributed by such student organizations.
- 8) Recruitment and membership policies and practices are free of

deception, coercive tactics or mind control techniques.

The College will ensure that students and student organizations remain free to examine and discuss all questions of interest to them and to express opinions publicly and privately.

Organizations are free to invite and hear any person of their choosing provided:

- 1) They have funds in advance to defray expenses
- 2) Reservations for facilities are made through appropriate channels
- 3) The program is consistent with established policy as well as the thrust of this document.

Organizations are always free to support causes by orderly means (consistent with the guidelines elsewhere in college policy) which do not disrupt the regular and essential operation of Broward Community College. At the same time, it should be made clear to the academic and larger community that in their public expressions or demonstrations, students, student organizations, and guest speakers represent their own views. The College neither sanctions nor endorses the expressions or viewpoints represented.

Expenditures from student fees for student activities shall be according to a budget prepared jointly by students and college staff and approved by the President. Such organizations require a faculty sponsor. Student organizations not so financed may be permitted on campus provided they have a faculty or staff advisor and abide by the rules of this policy. Organizational funds may, on request, be placed with the college business office to held in a custodial account to be withdrawn and expended upon requisition according to the organization approved budget.

Club Roster

For more information regarding these clubs, see the descriptions on the following pages in alphabetical order.

Special Interest

African American Student Union

The American West Indian Club

Amateur Radio Club

Art Society

BCC Runners Club

BCC Scuba Club

Cheerleaders

College Democrats

Computer Club

Dive Club

Fencing Club

The French Club

Gospel Choir

Habitat For Humanity

HIV Peer Educators

International Club

Inspira International

Karate Club

Roots (Racine)

Rotaract Club

S.A.F.E.-Students Against a Foul Environment

Save What's Left

Spanish Club

Studio Art Club

Science Club

Students Helping Students

The Writers Workshop



Honorary

Brain Bowl
Competitive Edge
F-Troop
Phi Theta Kappa

Service Club

Circle K
Habitat for Humanity
Student Ambassadors
Volunteers in Action



Professional

Alpha Eta Rho	BCC Potters' Guild
American Institute of Architects	DECA
BCC Accounting Association	Florida Engineering Society
B.U.S.H.	Speak Easy
Delta Psi Omega	
Future Florida Educators	
Hotel Sales and Management Association (HSA)	
Lambda Alpha Epsilon	
Phi Beta Lambda	
Physical Therapist Assistants Club	
Radiation Therapy Club	
Radiology Technology Club	

Religious

B'AHIA	BCC Baptist Student Union
Catholic Club	International Varsity Christian Fellowship
Hillel	Latter Day Saint Student Association

Alphabetical Club Listing

The African American Student Union

The African American Student Union (AASU) is a student organization which serves as a vehicle for developing unity among African-American students at BCC. The primary purpose of this organization is to:

*promote academically..., *enlighten politically..., *motivate socially.

AASU is a member of the Florida African-American Student Association, Inc., which is a state organization representing over 63,000 African-American students throughout Florida. Although the organization primarily consists of African-American students, membership is open to all students at the College. For further information regarding AASU, please call one of the following advisors:



North Campus

Mrs. Sandra Gaines
Library, Bldg 49
973-2250

Central Campus

Mr. Donald Cleveland
Bldg 17, Rm 115
475-6570

South Campus

Mrs. Janice Stubbs
Bldg 71, Rm 121
963-8838

Alpha Eta Rho Eta Phi Chapter

International Aviation Fraternity is open to men and women enrolled in any of the college aviation programs. Contact the department head or fraternity staff advisor, Bob Schuster, South Campus, Bldg. 71/207 or call 963-8937.

Amateur Radio Club

The BCC Amateur Radio Club would like to invite you to enjoy this exciting hobby. It is open to all BCC students, staff, and faculty to join and obtain their licenses. Amateurs are able to talk around the world, spreading good will and providing emergency communications to those hit by disaster. They use radios, computers, satellites, television, and even the NASA space shuttle to do those communications.

We would like to invite all interested students to stop by and find out a little more about the Amateur Radio Club. We meet in Bldg 51, North Campus or stop by the Student Life Office for information on meetings. Contact Ron Chilluffo at 973-2324.

American Institute of Architects Student Chapter

This is the BCC student chapter, open to all interested students, not just Architecture majors. This chapter participates in many student architecture contests, send delegates to the national AIA each year, and participates in community projects as well. The advisor is John Szerdi. Contact him in Bldg 13 on Central Campus for further information.

The American West Indian Club (TAWIC)

The club was founded on February 13, 1987, with the goal of minimizing the pressures that many West Indian students face as they make the transition from an island culture to mainstream America. The stated purpose of the organization is: To assist West Indian students through academic and personal support as they adjust to a new school system and a new culture. The motto is: "together we aspire and achieve".

The club started at South Campus with an original membership of 25 and today membership is approximately 100 students. There is also a branch of TAWIC on Central Campus. All TAWIC members are expected to strive for academic excellence.

The intent of the club is not to promote isolation, but to introduce and share its culture with the college population.

For further information, call Ione Turpin on South Campus at 963-8875.

Art Society

The Art Society is comprised of any student interested in attending lectures and demonstrations on a variety of art topics. Activities include lectures and demonstrations given by renowned artists, critics, art historians, and museum and gallery directors.

In addition to these experiences, periodic field trips to local museums and other interesting attractions are planned.

Anyone interested should contact Dr. Karen Roberts in the Art Department on North Campus at 973-2295.

B'AHIA

Contact advisor Nancy Johnson at 973-2243.

BCC Baptist Student Union

Contact advisor Elizabeth Kriusky, Central Campus, Bldg. 14/118 at 475-6585.

BCC Potters' Guild

Contact advisor John Foster, Central Campus, Bldg. 3/102 at 475-6517.

BCC Runners Club

Contact advisor Eileen Eliot, South Campus, Bldg.69/218 at 963-8945.

BCC Scuba Club



Contact
advisor
Lawson King,
Central Cam-
pus, Bldg.10/
111 at 475-
6855.

Brain Bowl

The Brain Bowl is intercollegiate academic competition on the Community College level. Any student is welcome to try out for the team providing he/she has completed at least six semester hours at Broward Community College. Tryouts are held in the Fall. Call 475-6613 for further information.

B.U.S.H.

An active organization whose acronym defined the objective, "Better Understanding in the Study of Horticulture". Members include students, graduates and people from the community. The low ten dollars per year dues covers monthly general meetings; Sunday propagation and potting sessions; and sale days at BCC, Flamingo Botanical Garden and Holiday Park.

The Friday night 7:30 'til ? meetings feature a speaker in some phase of horticulture or plant exploring, a great refreshment selection, and raffles whose funds help support Jatun Sasha, an Ecuadorian biological station, the BCC Landscape Technology program and special projects. Best of all is the fun auction given by the faculty and advisors for plants, both common and rare donated by club members.

A very unusual club - come join us for a laugh riot on the second Friday of each month. Call David McLean, 475-6677 or 587-6578 for information.

The Catholic Club

Formerly known as The Newman Club, the Catholic Club at BCC welcomes all students, staff, and faculty who in genuine friendship want to become informed about Catholicism, or who seek to live and grow in the Catholic faith.

Through socials, faith-sharing activities, service to the community, retreats, informative gatherings and cooperation with other BCC organizations, the members help each other to live Gospel-inspired lives.

For more information, contact George Spahn, Bldg. 14/134 (475-6771), John Zokovitch (525-5157, ext. 193), or the Student Life Office on your campus.

College Democrats

The College Democrats organization is a group of politically concerned students active in local, state, and national government. During elections, the College Democrats support candidates that they feel best represent the ideals of the Democratic Party. It is not only a political club, but a social one as well. The College Democrats hold many activities throughout the year. Please contact advisor Jerry Schwartz at North Campus, Bldg. 51, Rm 220 and call 973-2410.

Cheerleaders

Open to ALL students (women and men). The squad consists of cheerleaders and managers. Cheerleaders are selected through try-outs in April and September. Currently, the squad cheers only for the Men's Basketball team. The squad's purpose is to support BCC's Athletic teams; and to raise the student body's awareness, involvement, support, and spirit for all of BCC's athletic programs. The squad is a year's commitment (the academic year consisting of Fall and Winter terms) to participate in ALL home games, some away games, and in Student Life, community, and fund raising activities. The squad is located only at North Campus. Please contact Greta Jackson, sponsor, at 973-2310 or in Advisement - North Campus, Bldg. 48, 2nd floor.

Circle K

The purpose of Circle-K is to provide community service to social agencies and individuals off campus. Some of the agencies served include: The Starting Place, Kids in Distress, Horses and Handicapped, the Charlee Program of Broward, etc.

For more information, contact Steve Davis, advisor, at 963-8906 (South) and Albert Payton, advisor, at 475-6881 (Central).

Computer Club

The Broward Community College Computer Club is a student run organization that provides its members an association of computer related activities.

These consist of:

- *Monthly Guest Speakers**
- *Local Business Tours**
- *Data Processing Conventions**
- *Discussion of Technological Events**
- *Publication of Club Newsletters**
- *Tutoring**

The club meets weekly and consists of approximately twenty five members. Meetings are held in the Computer and Engineering Building, North Campus, Bldg. 51.

If you are interested in joining a dynamic technological organization, please call Elwood Jones at 973-2303.

DECA

(Distributive Education Clubs of America)

DECA's (DEX-Delta Epsilon Chi) primary objective is career development. It is comprised primarily of marketing, retailing, entrepreneurship, and business students, but all are welcome.

It is the largest BCC student organization in both membership and participation in competition with students from other Florida colleges. At Central Campus, contact Richard Goodwin and



Jack Sheeks in Building 9, 475-6725 and at North Campus, Paul Ricker, Building 51, 973-2363.

Delta Psi Omega

Theatrical Honor Organization. Contact the Theatre Department on Central Campus for further information.

Fencing Club

Contact Bill Becker at 963-8905 on South Campus.

Florida Engineering Society

The Florida Engineering Society is an academic club which values a strong understanding of engineering and the sciences. All engineering majors are encouraged to join for enrichment and to acquire a greater knowledge of their field of interest. There are prominent guest speakers, tutoring services to all college students in math and science, and social events open to all BCC students. Membership is open to all who are interested in engineering and the sciences. Take advantage of the benefits of this organization. Students can meet other engineers and perhaps a future employer. Join the Florida Engineering Society. For more information, contact Al Gomez, 475-6608.

The French Club

Le Cercle Francais de BCC North is open to anyone who has an interest in French. The members meet twice a month to discuss a variety of French topics. We view videos on French countries, speak French and hold informal French potluck lunches. The advisors help plan an annual trip to France or to some other French-speaking destination. Come join us as our Circle is large enough for anyone who shares our love of French. Contact Yanick Daniel or Dora Y. Romero at 973-2373 on North Campus.

F-Troop

F-Troop is the bottom line in BCC Student Life. It is comprised of student "activists" in the truest sense of the word. F-Troop is just about anywhere there is something to be done for the college and the community. The experiences one can attain are diversified, for if you haven't done it before, it's more of a challenge. Membership is open to any student who wants to learn, work hard, and have fun. All you have to lose is your sanity.

Contact Tom Ryan in Student Affairs on Central Campus at 475-6755, Tony Roberts in Student Life on South Campus at 963-8869, or Roseitta da Silva in Student Life on North Campus at 973-2326.

Future Florida Educators

An organization for students interested in careers in teaching or education administration. It presents a variety of speakers on education topics, job outlook, scholarship and loan opportunities.

For further information contact Ms. Penny Luken or Dr. Don Schaffer at 973-2263 (North Campus).

Gospel Choir

The Broward Community College Gospel Choir is a student organization which consists of students from Ft. Lauderdale Center (Las Olas Campus), North, South and Central Campuses. Rehearsal dates are every Monday and Wednesday in Bldg. 4, (Room TBA). Recruitment for new members begins in September.

Our purpose is to bring forth academic excellence, social enhancements and a positive role model as promising leaders on campus as well as in the community.

For more information, please contact Mary Ann Jalieba at 475-6520.

The Hillel/Jewish Student Union

The Hillel Jewish Student Union strives to meet the social, cultural, religious, and educational needs of the Jewish student on BCC's campuses. Hillel has represented individuals on each campus who are a part of the JSU. The Hillel JSU office is on BCC North, Central, and South Campus. Everyone is welcome!

For further information, call Kim Schermer, Hillel JSU Director of Student Activities at 937-1607.

HIV Peer Educators

This service organization is dedicated to providing information to BCC students about HIV and AIDS by encouraging students to change high risk behaviors which could ultimately lead to HIV transmission.

Members consist of students who are dedicated to helping their peers. Through training, members become Peer Educator/Counselors or volunteers. The counselors conduct HIV/AIDS Rap sessions in classrooms, provide information and assistance while operating the HIV/AIDS Hotline, and develop programs and events which promote AIDS awareness. Volunteers assist with projects and office duties.

Bi-weekly meetings are held for training, providing updated information, and planning activities for future events. Opportunities include: attending conferences with other South Florida college students who are involved with HIV/AIDS prevention education and earning CO-OP credit or scholarships. For more details, please call: 968-2435.

Hotel Sales Management Association (HSMA)

HSMA of BCC is a student organization on campus that provides students majoring in the hospitality field or any other field with "hands-on" catering experience. The members participate in actual catering functions which give them a realistic insight into the food service and hospitality industry. For more information, contact John Baily at 475-6892.

Habitat for Humanity

Contact advisor Bill Dery, South Campus, Bldg.69/233 at 963-8886.

International Club

The International Club is open to all students at Broward Community College whether native North American or from the over 102 nations represented on BCC's campuses. Its main objective is to further international understanding and appreciation of diverse cultures. The clubs meet both formally and informally throughout the school year. Club members are also available to help each other with practicing languages such as English, French, Spanish, Japanese, and others. The International Club consists of students from all over the world, including Americans. Their goal is to share their unique international perspectives, do community services, hold fund-raising for international issues or causes, establish relationships with American friendship hosts, share common concerns, and to provide a support or friendship group to those who are on their own.

Club members are primarily interested in friendship and social activities among international students and Americans. Therefore, it is simply designed for them to meet, exchange ideas and beliefs, learn about other cultures, and to have a good time while also attending classes.

For more information, contact the office of the club advisor; Central Campus, Elena Silverstein-Starson at 475-6541, North Campus, Carole Langlois at 973-2293, South Campus, Osmond Duffis-Sjogren, at 963-8983.

Karate/Judo

Contact Vince Grasso at the Central Campus Math Department for further information: 475-6619.

Latter Day Saints Student Association

Contact advisor David Menke, Central Campus, Bldg.16/112 at 475-6736.

Phi Beta Lambda

Phi Beta Lambda is a non-profit, local, district, state and nationally affiliated organization for all post-secondary students participating in business education programs, such as: Accounting, Business Administration, Clerical, Data Processing, Secretarial, and Marketing. Phi



Beta Lambda provide learning situations which can improve knowledge, increase skills, and shape attitudes that will advance a student's business career. Phi Beta Lambda provides:

1. Membership with the expertise needed to accomplish organizational goals through human resources.
2. Participation in civic projects, sales projects, social awareness projects, career development projects, and experiences related to business.
3. Many activities which include speakers, training seminars, competitive events and election of officers. Contact the Business Department on any BCC campus.

Phi Theta Kappa

A Tradition of Excellence...

The privileges and benefits of membership: Phi Theta Kappa was established by the president of the Missouri College of Women in 1918. It is the only nationally acclaimed honor society serving American institutions which offer Associate degree programs. Two-year college presidents and administrators of associate degree programs in four-year schools have continually recognized membership in Phi Theta Kappa as an honor and a privilege. Membership is given added significance by the fact that it is recognized by the American Association of Community and Junior Colleges as the official honor society for two-year colleges. To become a member of Phi Theta Kappa, one must achieve a cumulative grade point average of 3.5 after completing 12 credit hours of degree course work, pay lifetime membership dues, and earn service points by participating in chapter activities. Members receive membership certificate suitable for framing a "Manual for Members" introductory magazine, the "Golden Key" national publication (bi-annually), and the "Phi Theta Kappa National Newsletter" (quarterly), and a PTK pin. The privileges of membership include having the Phi Theta Kappa seal placed on diplomas, having "Phi Theta Kappa Member" indicated on transcripts, purchasing society jewelry and merchandise, and wearing the society stole and tassel during commencement exercises. The advisors are Barbra Nightingale (South, 963-8873), Mary Jo Henderson (Central, 475-6613), and John Moscowitz (North, 973-2376).



Physical Therapist Assistant Club

The Physical Therapist Assistant Club was established for the purpose of engaging in community services and expanding the PTA students' basic knowledge by sponsoring several guest lecturers. Examples of past projects include involvement in Kiwanis-sponsored Houses for the Handicapped and securing speakers from the fields of Neonatology, Muscular Dystrophy and Home Health.

The PTA Club expects to continue to expand its community involvement in the future and to become active in fund-raising projects which would enable the members to attend PTA-sponsored seminars and conferences. For more information, call Sue Edelstein in the Center for Health Science Education at 475-6916.

Radiation Therapy Club

Contact Maryanne Loser at 972-2352 on North Campus.

Radiologic Technology Club

Contact John Britt at 475-6917 on Central Campus.

Roots (Racine)

Roots is a special interest service club that serves the Haitian student population at BCC to share the Haitian culture with other BCC students. Its' members also volunteer in the Haitian community to teach children basic reading and writing skills in English. Roots also provides tutoring and scholarships for qualified members. This club is open to any student at BCC. Please contact Dean Byrant in Bldg. 48/230 or call 973-2300.

Students Against a Foul Environment (S.A.F.E.)

The purpose of S.A.F.E. is to increase awareness and educate students in environmental issues. For more information, contact Steve Davis, advisor, at 963-8906 (South) and Mike Stumpe, Bldg. 13/110 at 475-6832 (Central).

Speak Easy



Speak Easy is the South Campus Drama and Performing Arts Club. All students interested in drama, speech and even music, contact Bob Buford at 963-8925.

Student Ambassadors

Student Ambassadors promote BCC programs throughout the community. Broward Community College's Ambassadors represent BCC at area high schools, civic and professional meetings, GED centers and locally sponsored career and college nights throughout the Broward County area. They are eager to spread the word about academic and community enrichment programs at BCC. Ambassadors range in age from 18 to 50, and the friendships and contacts will endure long after they graduate from BCC.

For more information about the program, contact:

Dean Leonard Bryant, North Campus	973-2300
Ms. Sandy Rhodes, Central Campus	475-6529
Ms. Diana Martin, South Campus	963-8880

Studio Art Club

Contact Dr. Kyra Belan at 963-8895 on South Campus.

The Writers' Workshop

The Writers' Workshop is an informal mixture of students, faculty and staff from BCC North Campus. Headed up by Trish Joyce, the group meets the first and third Fridays of each month. Members are encouraged to hone their writing skills through a variety of discussion topics: writing games, works-in-progress readings, books/author critiques, sharing of publication sources seminar presentations, and guest speakers. Once a month, we get together at a member's home and have a potluck dinner while we expound on the writing process. The club is open to anyone who has an interest in writing. For more information, please contact Trish Joyce at 973-2385 on North Campus.



Student Media

Student productions, publications and press are valuable aids in establishing and maintaining an atmosphere of free and responsible discussion and of intellectual exploration on the campus. They are a means of bringing student concerns to the attention of faculty and administration and of formulating students' opinions on various issues on the campus and the world at large. In addition, student publications and productions serve as a training opportunity for students interested in professional journalism, either print or broadcast.

All college published and financed student media shall explicitly state that the opinions expressed are not necessarily those of either the faculty or students of Broward Community College. All media are expected to observe the standards of the respective professions. These statements are to be considered as supplementary to the established policies of the Board of Trustees as they relate to student publications.

The college will ensure free and responsible media and will not censor or approve copy in advance.

The editorial freedom of student editors and managers entails corollary responsibilities to be governed by the canons of responsible journalism, such as the avoidance of libel, indecency, undocumented allegations, attacks on personal integrity and the techniques of harassment and innuendo.

BCC Broadcasters

BCC Broadcasters is an audio and video service organization which provides video recording for student organizations and produces a

weekly half-hour magazine format television program which covers all aspects of student life, as well as student and faculty concerns. It is broadcast over cable systems. The production crews, news crews and talent are from all of BCC's campuses. It is written, taped and edited by students. BCC Broadcasters gives the BCC student the chance to work in a television studio as well as go out on assignment to cover a story. The student will be given the opportunity to learn how to operate video equipment and will begin to grasp many other skills which are necessary to work within the broadcast industry. Since BCC Broadcasters is a student activity, the only membership requirement is to be a registered BCC student.

Any interested student may contact the advisor, Don Sundquist on Central Campus in Building 17, or call him at 475-6679.

The Observer

Broward Community College encourages and supports a free and responsible student press. The Observer, the college's bimonthly newspaper, is a combined product of students from the journalism programs at North, Central, and South campuses. Student reporters engage in responsible, objective practices of writing, while those interested in photojournalism, design, graphics, desktop publishing and advertising can apply their abilities in preparing camera-ready pages for print.

The Observer is a highly touted publication, having received All-American ratings and regional Pacemaker ratings from a national critiquing service, in addition to numerous state awards since its inception in 1986. Many student editors receive scholarships or workshops to produce The Observer in addition to internships which are available to those who wish to work with the professional media in South Florida.

The editorial and advertising offices of The Observer are located

at North Campus, Building 47, Room 202, with typesetting and production performed at North; however, any BCC student from any campus may participate. For information, contact Jerry Elam, Faculty Advisor, at North Campus in Building 47, Room 202, 973-2390.



P'an Ku

P'an Ku is the BCC Student Literary Arts Magazine. Published twice yearly, P'an Ku features the creative effort of students throughout the college in the literary and visual arts. Poetry, short stories, art, and photography are sought for publication. Watch for the announcements of submission deadlines during the year.

Based at South Campus, P'an Ku encourages students from all campuses to participate. The magazine is looking for writers, artists, photographers, business majors, and anyone else who would like to be part of the staff. The only requirement for being on the staff is enthusiasm. For more information, call the South Campus editorial office at 963-8877 or Pat Ellingham at 963-8858.

Leadership Programs for Emerging Leaders in the 90s

In the 1990s and beyond creative leaders will be needed in every career field and in every community at all levels to solve problems and provide vision in our changing, complex society. There are many unique programs provided to develop leadership skills of students at Broward Community College.

Broward Community College offers five phases of cognitive and experiential leadership programs:

- I. **"Leadership Seminar Series"** (Programs on various topics)
- II. **"Leadership Retreats"** (3 day weekend retreats)
- III. **"Leadership"** SLS 1261 (3 credit elective)
- IV. **"Competitive Edge: Presidential Leaders Society"** (Intern Program)
- V. **"Project Challenge"** (Ropes Course)

The first is a **"Leadership Seminar Series"** given on all three campuses in the afternoon or evening and includes various leadership and social concern topics such as "self esteem", "cultural diversity", "date rape", and "leadership".

The second program is a series of weekend **"Leadership Retreats"** which are experiential in nature and cover leadership topics such as team building, problem solving, and communication skills. Four collegewide retreats are held each year and are open to any interested students. Specialized retreats are created for athletes and other populations. Contact your Student Life Office for dates and to sign up.

The third is a three credit elective course on **"Leadership"** (SLS1261) offered through Student Affairs. The purpose of this course is to provide a variety of learning experiences and guest speakers, to assess leadership styles, and potential.

The class is open to all student leaders and potential leaders. It is designed to help develop ethical value grounded leadership styles and techniques for future educational, organizational, and community leadership roles.

The fourth phase is the "**Competitive Edge**", a highly selective leadership Honorary. Up to 12 members are chosen from all three campuses based on their nomination by faculty members or administrators, recommendations, interviews, and demonstrated leadership potential. Shadowing and internship experiences are provided throughout the sophomore year with the President's staff, community and political leaders. Legislative internship experiences in Tallahassee and Washington, D.C. are also available to selected members.

The final phase is "**Project Challenge**", a physical and mental challenge course designed to teach students leadership skills, team building, and trust. Students spend a whole day in groups and individually, to overcome physical and mental challenges involving ropes and walls. Clubs and organizations are encouraged to sign up with Bill Metcalf, Coordinator of the BCC Marine Activities Center and Project Challenge, Tigertail Lake, 989-2824.

Empowering students to become leaders and role models while in college and challenging students to become leaders in their career fields and in the community is crucial to our future society. Broward Community College is committed to these goals.

Student Government South Campus

Student Government South Campus is indeed the voice of South Campus. From the new Student Union Building to the parking lots, Student Government is for you. All clubs and organizations are encouraged to bring representatives to the meetings since Student Government is the voice of the students.

For more information, contact Liz Atchinson in Advisement, 963-8881.

Student Government North Campus

Student Government represents the interests, concerns, and well-being of the student body of North Campus and provides a forum for the discussion and articulation of those interests and concerns. Student Government lobbies for improvement in campus life, works with administration, faculty, and staff toward these ends, and maintains a high level of activity for and on behalf of North Campus students. SGA sponsors Administrative Faculty Luncheons, leadership seminars, scholarships, and town meetings.

Student Government offers an opportunity for students to develop leadership skills, learn about the formal democratic process, and cultivate fellowship. Participation in Student Government also may provide the opportunity to earn credit through the cooperative education process.

All North Campus clubs and organizations are represented by student senate members. Student members representing students at large rather than clubs also participate and share equal voting rights. Selected delegates from the membership attend the Florida Junior College Student Government Association Fall and Spring Leadership Conference. See Student Life Office, 973-2326, for more information.

Student Government Central Campus

The Student Government at Central Campus is a coalition of representatives from existing organizations and independent students that unite in the purpose of making BCC a part of their lives. Interaction with administration, students, and the community is the main purpose of the organization.

All clubs and interested students are welcome. Contact Student Life, 475-6755, on Central Campus.

V.I.A. (Volunteers in Action)

The college has received a two year grant from the US Department of Education's Fund for the Improvement of Post Secondary Education (FIPSE) to conduct an exciting student volunteer program entitled "Volunteers In Action". Each year BCC students will be trained as community service agency volunteers, mentors, and tutors. Students in the VIA programs will be paired with "at risk" youth from local school dropout prevention projects, HRS agencies and other community agencies. Students will be recruited from all academic disciplines. Additionally, VIA can provide a wide range of volunteer experience for any interested student.

For more information contact Audrey Powell, at 475-6569.



BCC students get 50 % off on all Cultural Event Program.

Broward Community College's Office of Cultural Events is proud to announce that all BCC students and staff are entitled to a 50% discount for upcoming 1993-1994 "That's Entertainment" Season. Upon presenting your current Broward Community College fee card at the Bailey Hall Box Office, students can choose from an



eclectic array of programs. Seize the opportunity to elevate your senses and leave you wanting more by the thrill of live theatre at considerable savings. For more information call 475-6884 or visit the Bailey Hall Box Office on Central Campus.

Leisure Activities

The following activities are sponsored by Student Life of Broward Community College and are available to all students with a current BCC ID card. There is no additional cost to the student for participation, and these activities are provided by the Student Activities Fees that are paid at the time of registration. Students should be aware that participation in certain activities carries a degree of risk. Therefore, students are expected to follow any posted safety precautions. Note: The college does not carry insurance to cover accidents which occur during college activities.

Miniature Golf

On Monday nights there is free mini-golf at Grand Prix Golf-A-Rama located off of I-95 between Stirling and Griffin roads. This event begins on Aug. 23 and ends on June 13 except for holidays and semester breaks. The hours for mini-golf are 7:30-9:30 p.m.

Ice Skating

On the second Monday of every month, except December, July, and August, there is free ice skating at Sunrise Ice Skating Center on Pine Island Road just south of Oakland Park Blvd. The hours for ice skating are 7:30 to 10:00 p.m. Exact dates are September 13, October 11, November 8, January 10, February 14, March 14, April 11, May 9 and June 13.

Driftfishing

Once a semester, on Sept. 26 and April 17, the Fish City Pride is available for use by BCC students. The boat sails at 8:00 a.m. and returns by noon.

Bait, tackle, and sodas are provided. A \$10 deposit is required, but will be refunded on the boat the day of the trip. Sign up in the Student Life on any campus.

BCC Night at South Florida Racquetball Club

One Saturday night a month from September to May, excluding December, the South Florida Racquetball Club opens its doors to BCC students. All facilities are available for use by the students including racquetball, basketball, walleyball, nautilus, saunas, whirlpools, and the lounge. Music and free pizza are provided in



the lounge. Sign up for racquetball tournaments from 7-8 p.m. only, tournaments begin promptly at 8 p.m. The club is located on Ravenswood Road between Griffin and Stirling Roads. The hours the club is available are 7 p.m.-12 a.m. The exact dates are September 11, October 9, November 13, January 15, February 12, March 12, April 9, and May 14.

Midnight Bowling

Every Friday night beginning August 27 and ending June 17, except holidays and semester breaks, BCC students can bowl two free games during Midnight Bowling, shoes are included. The locations for Midnight Bowling are Brunswick Margate Lanes on 441, and Fair Lanes in Davie. Sign up begins at 11:30 p.m., and conclude at midnight.

Movies

Every Tuesday night, beginning August 24 and ending June 14, except holidays and semester breaks, students can see free movies at the Cinema-n-Drafthouse on 17th Causeway off US I. Catch the early show, the late show or both. Free admission includes 10 percent off any food or beverage items purchased. Consult local newspaper for times and titles.

Tigertail Lake

Every Saturday, beginning Sept. 11 and ending June 11, except holidays and semester breaks, Tigertail Lake is open for sailing, canoeing, and windsurfing. The hours are from noon to 6:00 p.m. Students wishing to use a sailboat must have a Skippers Card, but all other boats are available for use by any students presenting a current Student ID card. The Grand Opening for the 1993-94 season at Tigertail Lake is Sept. 11, 1993 at 1:00 p.m. There will be food, music, contests, and prizes. Tigertail Lake is located south of the intersection of Griffin and Ravenswood Roads.

Bogey's Par Three Golf

Every Wednesday night, beginning Aug. 25 through June 15, excluding holidays and semester breaks, students can play 18 free holes of golf.

It all takes place at Bogey's Par Three, on University Drive North of Stirling Rd., from 7:30 p.m.-9:30 p.m.

Video Lending Library

The Student Life Video Lending Library is available to all students with a valid Student ID. Videos are checked out for a two day period. Videos checked out on Friday will be due back the following Monday or next legal school day, in the case of a holiday. A late fee of \$0.50 per tape per day will be assessed on any overdue tape. All videos must be rewound, there is a \$1.00 charge for any video that is returned not rewound. A \$5.00 fee will be assessed if the tape rental receipt is not returned with the tape. Students at North and South campuses must make their requests two days in advance at their Student Life Office.

Grand Prix

Every Thursday night, beginning Aug.26 and ending June 16 except holiday and semester breaks. Student Life offers a racing good time at Grand Prix Race-O-Rama from 8:00 to 10:00 p.m. Tokens and a free go-kart ride are included, so come and enjoy the excitement!!! Grand Prix is located east of I-95, between Griffin and Stirling roads.



Intramurals

The Intramural program is comprised of competitive leagues and tournaments. The sports available include Full and Half Court Basketball, Volleyball, Soccer, Softball and Flag Football. Other events may be added during the year. The entire Intramural program is open to both men and women and all students, faculty, staff and administration of the college. For further information, contact the Student Life Office on any campus. The College requires proof of health insurance for participation in these leagues.

Full Court Basketball

South Campus:

Every Tuesday from September 8 through December 15 and from January 26 through April 20 from 7-10 p.m in the Gym, Bldg. 65.

Central Campus:

Every Wednesday from September 9 through December 16 and from January 27 through April 15 from 7-10 p.m. in the gym , Bldg. 10.

Golf

On September 19 and May 22, there will be 18 free holes of golf, including green fees and carts. Sign-up begins at 11:30, tee-off at Noon. The course is Arrowhead Country Club on Nova Drive in Davie. Trophies and prizes will be awarded. Sign up in Student Life 2 weeks prior to tournament.

Half Court/3 Man Basketball

Every Thursday from September 23 through December 9 and from

January 27 through April 14 from 7-10 p.m. in Bldg. 10. Central Campus champions will be sent to the Schick Superhoops Tournament at the University of Central Florida.

Soccer

Central Campus:

Every Monday afternoon from September 13 through November 15 and January 31 through April 18, from 2-5 p.m. on the northeast intramural field behind the Criminal Justice Institute. North campus is invited to participate. There will be an organizational meeting for Term I on Sept. 8 and Term II on January 20 at Central Campus in Bldg. 19 at 2:00 p.m.

South Campus:

Every Thursday from Sept. 23 to Nov. 18 and Jan. 27 to April 21. Students must attend the organizational meetings, Term I on Sept. 9 and Term II on Jan. 27, in Bldg. 71, cafeteria.



Flag Football

Central Campus:

Every Tuesday afternoon from September 14 through November 9 and January 25 through April 19, from 2-5 p.m. on the northeast intramural field behind the Criminal Justice Institute. North campus is invited to participate.



There will be organizational meeting for Term I on September 7 and for Term II on January 25 in Bldg. 19 at 2:00 p.m.

South Campus:

Every Wednesday from Sept. 15 to Nov. 10 and Jan. to April 20. Students must attend the organizational meetings, Term I on Sept. 8 and Term II on Jan. 26 in Bldg. 71, cafeteria.

Campus champions from Term I will be sent to the statewide flag football tournament at the University of West Florida.

Coed Volleyball

South Campus:

Every Thursday night from August 26 through December 9 and January 13 through April 21 from 7-10 p.m in the Gym, Bldg. 65.

Central Campus:

Every Tuesday night from August 24 through December 7 and January 11 through April 19 from 7-10 p.m. in the gym, Bldg. 10. Campus All Stars will be sent to the Certs/Trident Spikefest Tournament at the University of Central Florida.

North Campus

Every Wednesday night from August 25 through December 8 and January 12 through April 20 from 7 p.m. to 10 p.m. in the Omni, Bldg. 60.

Softball

A softball league will be organized ending with the teams competing in a tournament. League play begins Sunday Jan. 23, ending March 27. Play will be on Sunday afternoons from 2 -5 p.m. Games will be held on Central Campus. All campuses are urged to participate. The Spring Day will be held on Saturday April 9, 1994.

The BCC Student ID Card

The BCC Student Identification Card is located in the upper right hand corner of the fee schedule that every student receives upon payment of fees. This card must be presented for participation in the activities on the previous three pages and in the datebook. Due to the budgetary restrictions, the college will no longer allow guests to participate for free.



Rights and Responsibilities

General Expectations

1. The student, upon admission, agrees to abide by all College regulations contained in the College Catalog and the Student Handbook, as well as local, state, and federal law. In addition, students are expected to exercise common sense, good taste (consistent with contemporary standards of the College community), and applied reason in their quest for an education.
2. Students are expected to prefer fact to opinion and to commit themselves to genuine enlightenment rather than to inflexible adherence to limited knowledge.
3. Students are expected to respect the rights and welfare of other members of the College community.
4. Broward Community College, like most institutions of higher learning, recognizes that a thoughtful and reasoned search for truth can be conducted only in an atmosphere free of intimidation and coercion. Consequently, violence and threat of violence, disruption and intimidating or jeopardizing actions are unacceptable to the academic community. Students are expected to examine critically, analyze and otherwise evaluate the college, its programs, and its policies and procedures utilizing the processes which appeal to reason and do not compromise the academic climate, mission, or integrity of the institution.
5. Students are expected to assume full responsibility for their individual and collective actions and to participate seriously and purposefully in campus life.

Admission to Broward Community College

Broward Community College recognizes and practices the concept of freedom of access to higher education within the context of the normal admission requirements contained in the College Catalog. Prospective students are assured that applications for admission will be judged in a fair and impartial manner, using consistently applied established criteria.

Student Records

The nature of an educational institution requires that records be kept. However, students are assured that no records shall be made or retained unless there is a legitimate need for the information contained therein. The confidentiality of a student's record will be protected and information will be released only to authorized members of the College community. A student shall have the right to inspect his own official transcript and to authorize the College to release information to extra-college sources.

Information of a counseling or non-academic nature shall not be made available to any extra-college person without written authorization from the student, except in the case of applicable federal and state laws and court orders which compel the release of information, or in cases that involve the safety of persons or property. Information of this type may be released to faculty and administration on a need-to-know basis in circumstances in which the student's development or welfare might be facilitated.

Student Academic Freedom and Responsibility

Students are free to take reasoned exception to data and views offered in the classroom and to reserve judgement about matters of opinion, but they are responsible for learning the content of any course for which they are enrolled.

The student has a right to a course grade that represents the instructor's professional judgement of his/her performance in the course without personal prejudice and to protection against improper disclosure of information concerning his/her grades, beliefs, or character which an instructor acquires in the course of his professional association with the student. Judgements of ability and character may be provided under appropriate circumstances, normally with the consent of the student.

The student is responsible for classroom behavior which is conducive to and does not disrupt the educational process and for achieving standards of performance established by the instructor.

The instructor has final authority in all matters relating to course content, grading practices, and classroom procedures, consistent with the philosophy, purposes, and established policies of the College. A course grade is the final responsibility of the instructor. In the matter of grading policies it is, therefore, essential that each faculty member keep each student informed of his progress in a course.

If a student feels that he has been unfairly graded in a course, he may formally appeal to the instructor and then to the department head. If the complaint is not resolved, he may then appeal, without prejudice, using the procedure listed under "Appeal Procedure."

Class Attendance Policy

The College believes class attendance has a major role in the learning process and, therefore, expects students to attend classes regularly and on time. Exceptions to this are set forth below.

It is the responsibility of each faculty member to formulate an attendance policy for courses he/she teaches and to ensure that this policy is communicated in writing in the course syllabus within

the first week of class meetings. Such a policy shall allow no fewer than six contact hours of permitted absences for a class with 45-48 class contact hours in a semester before administrative withdrawal may be initiated. Should a student see a difficulty in observing the policy in this class, contact shall be made with the faculty member involved within the first week of class to work out an alternative arrangement. If this is not possible, then the student may seek an alternate class that accommodates his requirements.

Within the total number of absences permitted, there shall be no penalty for students who are absent from academic activities because of religious holy day observances, the student's serious illness, death in the immediate family, or attendance to statutory governmental responsibilities. Students shall be held responsible for the material covered in their absences(s) and shall be granted a reasonable amount of time to make up any work or tests missed for permitted absences. It is the policy of the College to seek to avoid confrontations on issues that impinge on basic statutory and constitutional rights.

Policy Statement Governing Classes With Special Instructional Requirements

Attendance requirements shall conform to applicable accreditation standards, licensure requirements, or other instructional requirements. Although one's ability to make up laboratory or clinical classes may not be possible, non-punitive provisions will be made for absences caused by illness, religious observances, or other approved reasons. Excessive absences from clinical/laboratory courses, regardless of the reason, may result in the withdrawal of the student from the course and/or necessitate that the student repeat the course.

"A student's serious illness" shall mean a condition such as pneumonia, surgery, or hospital confinement. Evidence shall be

presented by the student should the faculty member request it. "Death in the immediate family" shall be interpreted to mean mother, father, spouse, child, brother, sister, or grandparents. "Statutory governmental responsibilities" refers to such matters as jury duty or subpoena for court appearance.

Appeal Procedure (Attendance Policy or Grades)

A student may appeal the application of the given faculty member's attendance policy or a grade given by the faculty member using the following procedure:

A written appeal must be given to the faculty member involved no later than six weeks after the close of the term in which the grade was awarded. The written statement shall set forth in specific detail the basis of the appeal. The faculty member shall respond within five working days of the receipt of the appeal. If the receipt is not resolved, the student may appeal within five working days of the rendering of the faculty member's decision to an ad hoc committee to be formed as follows: the faculty member involved shall select a full-time teaching faculty member, the student appealing shall select a full-time teaching faculty member, the student appealing shall select a third full-time teaching faculty member (chair). This ad hoc committee shall hear the case and render a decision within five working days unless by mutual agreement there is an extended period. Should either the affected student or faculty member be displeased, either may appeal it within five working days to an administrative committee constituted as follows: the appropriate department head, dean of academic affairs, and provost (chair). Upon receipt of the appeal, the ad hoc administrative committee shall render a decision within five working days. In the event the appeal is in the Center for Health Science Education, the administrative committee shall be constituted as follows: the appropriate department head, a college administrator at the dean level or higher, and the executive director for the Center for Health Science

Education. If upon the receipt of the decision either party desires to appeal it to the President of the College or his designee, the appeal in writing shall be made within five working days of the receipt of the decision. If an appeal from this decision is made, it shall be made within five working days to the District Board of Trustees who shall consider the appeal at the next regular meeting. The decision of the District Board of Trustees is final.

Theft, Firearms, Drugs, or Alcoholic Beverages

Offenses involving theft, and the use or possession of firearms, lethal weapons, drugs, and alcoholic beverages are essentially civil matters which address themselves to the discretion of the local, state and federal authorities, but may subject the professor or user to College discipline when such offenses and their effects adversely interfere with the well being of, or reflect on, the College or members of the College community.

The College also prohibits the possession or use of firearms, fireworks, or lethal weapons on campus. The possession or use of any such device may result in disciplinary action by the College. In no event, however, shall the individual's status as a student protect him from his responsibilities to the applicable local, state or federal laws.

Broward Community College Statement for Students on the Unlawful Possession, Use, or Distribution of Illicit Drugs and Alcohol

Standards of Conduct

State of Florida Statutes declare that it is unlawful for any person under 21 years of age to possess or consume alcoholic beverages. Consequently, no one under the legal drinking age may consume, distribute or possess alcohol on College properties or as part of any College activity.

The College specifically prohibits, on campus, the possession, sale, exchange, consumption or giving away of any beverage of alcoholic content, and any stimulant, depressant, narcotic or hallucinogenic drug or agent having potential for physical or mental abuse, except on prescription by a physician or dentist. Florida law requires the automatic expulsion of a student who is adjudicated guilty of unlawful possession of any narcotic drug, central nervous system stimulant, hallucinogenic drug, or barbituate. Furthermore, servers can be held civilly liable for damage caused by underage drinkers to whom they provided alcoholic beverages.

Legal Sanctions - Alcohol Offenses

Possession or attempt to purchase alcohol by a person under the age of 21 (first offense)

Typical penalty: \$100 fine, 6 month probation,
100 hrs. community service

Maximum penalty: 60 days jail, \$500 fine

Using a false driver's license ID or allowing someone to use your driver's license for an ID (first offense)

Typical penalty: \$100 fine, 6 month probation,
100 hrs. community service

Maximum penalty: 60 days jail, \$500 fine

Providing alcohol to a person under the age of 21 (first offense)

Typical penalty: \$500 fine, possible probation

Maximum penalty: 60 days jail, \$500 fine

Legal Sanctions-Illicit Drug Offenses

The penalty for possession is 60 days in jail and a \$500 fine. Anyone selling a controlled substance within 200 ft. of a community college campus shall be subject, upon conviction, to a mandatory 3 year prison term.

Risks Associated With the Use of Illicit Drugs and the Abuse of Alcohol:

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgement and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Moderate doses of alcohol may increase the incidence of a variety of aggressive acts, including murder, rape, armed robbery, vandalism, spouse and child abuse, and drunk driving. High doses of alcohol often cause marked impairment in higher mental function, severely altering a person's ability to learn and remember information and make judgments.

Impaired judgement as a consequence of alcohol use is linked to the acquisition of sexually transmitted diseases including AIDS among college students in the United States.

Heavy use of alcohol may cause chronic depression and suicide and is also closely associated with the abuse of other drugs. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects described. The use of even small amounts of alcohol by pregnant women can damage their fetus.

Long term heavy alcohol use can cause digestive disorders, cirrhosis of the liver, circulatory system disorders, and impairment of the central nervous system, all of which lead to early death. Repeated use of alcohol can lead to dependence, particularly in persons with one or more parents or grandparents who were problem drinkers. At least 15-20% of heavy users will eventually become problem drinkers or alcohol intake by alcoholics is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions, which can be life threatening.

Illicit drugs all have some health-threatening qualities - some more than others. Examples are lung damage for marijuana, central nervous system disorders for cocaine, heroine, and hallucinogens, and liver damage for inhalents. Dependence and addiction are constant threats to users. AIDS is widely spread among intravenous drug users. Regular abuse of these substances generally exposes users to criminal elements who influence users to become involved in criminal activities in addition to their already illegal drug use.

**Information on Alcohol and Drugs
and Treatment Referral**

Any Broward Community College student who suspects he/she has a substance abuse problem is encouraged to seek assistance from any College counselor or Dean of Student Affairs. The student is assured that such assistance is always provided with total confidentiality and may, with the student's consent, lead to confidential referral to appropriate professional agencies in the community.

Campus Referral Telephone Numbers

Ron Narel, Central Campus.....475-6531
Tom Parker, North Campus.....973-2311
Doris Sams, South Campus.....963-8871

**The Broward Alcohol and Drug Abuse Rehabilitation
Centers' phone number is 765-4638.**

**College Disciplinary Sanctions for
Alcohol/Drug Offenses**

Students violating this policy are subject to probation, suspension and expulsion from the College.

Alcohol use, Marketing, and Promotion

In view of the public opinion and legislative action involving alcohol abuse, the following policies are established regarding both the use of alcohol and marketing practices associated with alcohol beverages at BCC.

1. Alcoholic beverage advertising on campus or in institutional media, including, promotion of events as well as products, should not portray drinking as a solution to personal or academic problems of students or as necessary to social, sexual, or academic success.
2. Informational marketing programs should include educational material regarding responsible and legal use of the product represented.
3. No sampling of alcoholic beverages during campus marketing programs is permitted.
4. Alcoholic beverages are not to be provided for awards to individual students or student organizations.
5. Promotional activities should not be associated with existing campus events without prior knowledge and consent of the Director of Student Life.
6. Local off-campus promotional activities, primarily directed at students, must be developed in consultation with the Director of Student Life.
7. Consumption or storage of alcoholic beverages on or in college property will not be permitted. This includes any college facility, boat, or vehicle.

8. Consumption of alcoholic beverages by students during a college sponsored trip is not permitted.
9. During the promotion of off-campus events where alcoholic beverages will be available, advertisement of the availability of alternative non-alcoholic beverages must be provided on all promotional materials.
10. During the college sponsored events at off-campus facilities where alcoholic beverages are available, the college does not support or promote alcoholic consumption by students.
11. Student organizations, who, on their own time, in the name of the organization, sponsor off-campus events where alcoholic beverages are available, must also have alternative beverages available. The college is in no way responsible for these events.

Smoke Free Environment

Students and faculty at this college have the right to an atmosphere free from any adverse effects of cigarette smoke. Therefore, the following areas are designated as non-smoking throughout the college: classrooms, restrooms, hallways not accessible to open air, elevators, libraries, laboratories, conference/seminar rooms, and all other areas so designated by signs posted by college authorities. Any person wishing to report a student or faculty member in violation of this policy may do so by making the report with the Dean of Students of the campus on which the infraction occurred.

Academic Honesty

Broward Community College expects its students to be honest in all of their academic coursework and activities. Breaches of academic honesty include cheating, plagiarism, misrepresentation, bribery, and

and the unauthorized possession of exams, papers, or other class materials that have not been formally released by instructors. A student's academic work must be the result of his or her own thought, research, or self-expression.

Cheating:

Cheating includes, but is not limited to, copying homework assignments from another student; working together with another individual on a take-home test or homework when specifically prohibited from doing so by the instructor; looking at text, notes, or another person's paper during an examination when not permitted.

Cheating also includes the giving of work or information to another student to be copied and/or used as his or her own. This includes, but is not limited to, giving someone answers to exam questions either when the exam is being given or after having taken an exam; informing another student of specific questions that appear or have appeared on an exam in the same academic term; giving or selling a term paper, report, project, or other restricted written materials to another student.

Plagiarism:

Plagiarism is the attempt of an individual to claim the work of another as the product of his or her own thoughts, whether the other's work is published or the work of a fellow student. Plagiarism includes, but is not limited to, quoting improperly or paraphrasing text or other written materials without proper citation on an exam, term paper, homework, or other written materials submitted to an instructor as the student's own work. Plagiarism also includes handing in a paper to an instructor which was purchased from a term paper service, or presenting another person's academic work as that of the student's.

Individual academic departments may provide additional examples of what does and does not constitute plagiarism, provided that such

examples do not conflict with the intent of this policy.

Misrepresentation:

Misrepresentation is an act or omission with intent to deceive an instructor or college employee. This includes, but is not limited to, lying about family circumstances, employment conflicts, or other personal problems in order to gain academic advantage for yourself or others; changing answers on graded material; having another person complete an assignment or take an examination for you.

Bribery:

Bribery is the act of offering, giving, receiving, or soliciting anything of value to achieve an academic advantage. Bribery includes but is not limited to, offering, giving, receiving, or soliciting money or any other person for the purpose of attempting to obtain assistance that would not have otherwise been provided. This is not to be construed as a violation of a student's right to obtain a tutor.

Consequences:

Breaches of Broward Community College's policy on academic honesty may result in academic penalties and/or disciplinary action. At the discretion of the instructor, academic penalties may include, but are not limited to, a failing grade for a particular assignment or a failing grade for a particular course. In addition, the instructor or another BCC employee may refer a student to the Dean of Student Affairs for student disciplinary action in accordance with the BCC Student Handbook. Such discipline may include suspension or expulsion from the College.

Standards of Conduct

As a member of the College community, a student is expected to act responsibly in all areas of personal and social conduct. In addition to the general expectations included elsewhere in this document, students are expected to observe the academic and

behavioral regulations found in the College Catalog and in this Handbook.

Violations of the standards of conduct contained herein will, in most cases, be treated as College disciplinary matters. However, in certain situations, the application of criminal and civil law and/or the injunctive process will be employed in order to preserve the system of order and freedom necessary for the maintenance of an educational environment. Any individual or group action which results in or threatens denial of any of the following may result in the application of criminal or civil law or an injunction: destruction or illegal occupation of College property; trespassing; personal jeopardy to any member or guest of the College community.

Anti-hazing Policy

Broward Community College prohibits any acts of hazing on or off campus by individual students, student groups or organizations, or any other individuals or groups associated with the college. The college defines hazing in a manner consistent with Florida Law 81-263 as follows:

Any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization operating under the sanction of Broward Community College. Such term shall include, but not be limited to any brutality of a physical nature, such as whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, liquor, drug, or other substance, or any other forced physical activity which could adversely affect the physical health or safety of the individual, and shall include any activity which would subject the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct or any forced

activity which would result in extreme embarrassment or which could adversely affect the mental health or dignity of the individual. Any activity as described above upon which the initiation or admission into or affiliation with a community college organization is directly or indirectly conditioned shall be presumed to be a "forced" activity, the willingness of an individual to participate in such activity notwithstanding.

The enforcement of this policy shall be the responsibility of the Vice President for Student Affairs who shall promulgate and distribute specific rules at least once each year in a manner consistent with College policy. Additionally, each student organization at Broward Community College shall adopt by-laws which specifically declare intent to adhere to this policy.

Individuals who violate this policy shall be subject to disciplinary procedures and penalties outlined on Policy 6Hx2-5.06 and Procedure A6Hx2-5.06.

Organizations or other college groups who are accused of violating this policy shall be afforded a hearing before the College Discipline Committee. In any event guilt is determined, the committee may recommend monetary fines, suspension of campus privileges, suspension of all activities, or expulsion of the organization from the institution.

Dismissal of Students with Disruptive Mental Disorders

All referrals for immediate intervention with a disruptive student will be made to the appropriate Campus Dean of Student Affairs. The Dean will assess the student's condition and if further evaluation is needed will consult with the Vice President for Student Affairs. The Dean and the Vice President will determine whether an evaluation with an agency consultant is necessary and the

Vice President or his designated representative will make the referral to a professional clinician for psychological and/or psychiatric evaluation. The student will be informed of the reason(s) that he/she is being referred for the evaluation and that the College will assume evaluation expenses if the student does not have financial means. The result of the evaluation will be used by the Vice President, the Dean and other appropriate staff in determining the student's enrollment status with the College.

The College will retain the services of professional clinicians meeting the following criteria:

1. are state licensed and appropriately credentialed in the field of mental health, according to State of Florida guidelines.
2. are available to the student within two hours after initial contact with the Vice President or Dean of Student Affairs.
3. provide services which are available daily through 10:00 p.m., 7 days a week.
4. are geographically accessible at convenient locations.
5. will provide a written evaluation and diagnosis of the student in a timely manner following referral, so the student may be properly and promptly assisted.
6. will provide information regarding follow-up treatment of necessary.
7. have the ability and available personnel to provide immediate crisis intervention, if the severity of the incident or client's condition warrants.

Sexual Harassment

The policy on sexual harassment defines such sexual harassment, and the following procedures set forth the conduct personnel shall observe in preventing or in dealing with instances of sexual harassment.

Within the college, a supervisor, faculty member, or administrator who uses implicit or explicit coercive sexual behavior to control, influence, or affect the career, salary, or job of an employee or student is engaging in sexual harassment. Similarly, an employee of the college who acts in this manner in the process of conducting college business is engaging in sexual harassment. In addition, any faculty member, staff members, or administrator who participates in deliberate or repeated unsolicited verbal comments, gestures, or physical contact of a sexual nature which are unwelcomed and interfere with the work productivity of an employee or academic performance of a student is also engaging in sexual harassment.

Student Disciplinary Procedures

The administration of student discipline is flexible and is consistent with the philosophy and educational objectives of Broward Community College.

In those cases, not likely to result in a termination of the student's relationship with the college, the campus Dean of Student Affairs shall have responsibility for the administration of student discipline and may impose varying degrees of disciplinary probation. Disciplinary probation may include, but is not limited to any of the following sanctions:

Written reprimand, loss of certain campus privileges; including participation in intercollegiate and intramural activities, student

organizations, student government; entry on the permanent record; compulsory class attendance; monetary fines; penalty work hours and notification of parents if the student is under 18 years of age.

The campus Dean of Student Affairs may refer cases to the Vice President for Student Affairs for further action. In all cases the Vice President for Student Affairs shall decide whether a case is to be considered by the College Discipline Committee.

College Discipline Committee

The Discipline Committee will be composed of five members as follows: three from the Academic Standards Committee, one Student, and chaired by the designated College Hearing Officer. These members will be appointed by the Academic Standards Committee Chairperson at the beginning of the school year. Four alternatives will also be selected.

The Committee will meet on an "as needed" basis to administratively review and make recommendations to the Vice President for Student Affairs regarding student discipline issues that have been determined appropriate by the Vice President for Student Affairs.

In more serious cases, likely to result in the suspension or expulsion of the student from the academic community, the Discipline Committee shall have primary authority.

In cases in which a student's physical or emotional safety is jeopardized, or when the general safety of other members of the College community or College property is threatened, or when the orderly progression of lawful educational objectives of the College are jeopardized, the student may be removed from the campus community by the President or his designated representative pending a hearing.

In all cases, rights of the students and of Broward Community College shall be protected. The following procedures are designed to provide for this protection.

Due Process

1. The student and all parties involved, including appropriate College officials shall be notified in writing of the alleged violation. Both parties must submit a list of witnesses, if applicable, to the College Hearing Officer no later than 24 hours, prior to the hearing. Written notification will contain a detailed description of the charges, a list of witnesses, if any, and the time, date, and place of the hearing. The hearing shall be held no earlier than 48 business hours from the date of notice. In some cases the student may waive his/her right to a hearing and elect to accept the decision of the appropriate Campus Dean of Student Affairs.
2. The student may continue to attend classes and college activities until the administrative hearing is held by the College Discipline Committee and pending any appeal at the discretion of the Vice President for Student Affairs.
3. The student is entitled to speak at the administrative hearing and to have an advisor of his/her choice present.
4. The student may ask questions of any College official of witness at the hearing and may introduce any evidence relevant to his/her case.
5. The College reserves the right to conduct the hearing in a formal or informal manner and may follow any procedure which incorporates fair play and the elements of due process.
6. The student may request a written report on the results and findings of the hearings. Such a report shall be issued within three

(3) business days following the decision of the Vice President for Students Affairs.

7. The College will keep a record of the proceedings which will be made available to the student in event of an appeal.

8. Any student who is suspended or expelled from Broward Community College by action of the BCC Discipline Committee and approved by the Vice President for Student Affairs shall have the right to appeal said decision to the President. Any appeal must be made in writing and in all cases shall be filed no later than the fifth school day following the student's receipt of the Committee's decision.

Within three days after the receipt of an appeal, the President shall appoint a three-member ad hoc Appeals Committee composed of disinterested faculty who shall inquire fully into the case and make a recommendation to the President. In some cases an ad hoc committee and/or the student may elect to proceed de novo, thus affording the student as opportunity to present his case in full for a second hearing. In all cases the elements of due process described above shall apply. The President's ad hoc Appeals Committee, after a full and complete review and investigation, shall make its recommendation to the President and he, in turn, will render a decision within three days.

Any student who is dissatisfied with the President's decision may file a written appeal, through the President to the District Board of Trustees. The decision of the District Board of Trustees shall be final.

Petitioning The Academic Standards Committee

The Academic Standards Committee's role at Broward Community

College is to consider exceptions to the catalog procedures and establish academic policies.

Student Appeal Procedures:

1. Obtain an Academic Standards Petition initiated from an academic advisor or acounselor.
2. Complete the petition with explicit rationale pertaining to the request.
3. Include all pertinent and relevant documentation, i.e., medical explanations, course outlines, transcripts from previous institutions, etc.
4. If the petition is a request for admission while on suspension or dismissal from another institution, the student must include a letter of support to attend Broward Community College from the previously attended institution.
5. The student must obtain the signatures of the advisor or counselor and the campus Dean of Student Affairs or the Dean of Academic Affairs.
6. Petitions should be received at the Fort Lauderdale Center no later than one week prior to the Academic Standards Committee's published meeting dates. Exceptions must be cleared through the campus Dean of Student Affairs, the Dean of Academic Affairs, or the College Registrar at the Fort Lauderdale Center.
7. Academic Standards Committee meeting dates, places, and times may be obtained from the offices of Student Affairs on each campus. The meetings are generally in the afternoons and lasts approximately three hours.

8. It is strongly recommended that students be present for the Academic Standards meeting, if at all possible. In cases such as suspension or dismissal from BCC or another college, students will be required to attend the meeting. All students will be notified of the time and place of the meeting.

9. Each petition is carefully reviewed and a recommendation is made by the committee to the Vice President for Student Affairs. The Vice President then approves or disapproves the actions of the Academic Standards Committee.

10. Written notification of the results of the petition will be given to the student through the Registrar's Office of the Broward Community College Fort Lauderdale Center Registrar's Office.

Community College Transfer Guarantees

Graduates with an Associate of Arts (A.A.) degree are guaranteed certain transfer rights under the Florida Articulation Agreement, Rule 6A10.024. Broward Community College graduates in an A.A. degree program, seeking admission to a Florida Public University, will enjoy these benefits:

1. Guaranteed admission to one of the state universities, but not necessarily to a limited access program.
2. All credits earned toward the A.A. degree will transfer to the university.
3. The university catalog in effect the year the A.A. degree student enrolled at BCC will remain in effect, provided enrollment is continuous.
4. When the general education core is completed at BCC, a state

college or university may not require additional general education courses.

5. The receiving university must award equivalent credit for courses successfully completed at Broward Community College for courses in the Statewide Course Numbering System.

6. Accelerated credits (CLEP, dual enrollment, etc.) earned at BCC will be transferable to a state university.

The receiving university reserves the right to determine what courses must be taken for a baccalaureate degree. All A.A. degree credits, although transferred, may not satisfy some specific program prerequisites. A student transferring before completion of the A.A. degree does not have the above named guarantees.

Students who believe that these guarantees are denied during transfer should make a written appeal to the Vice President for Student Affairs at BCC.

AIDS, AIDS Related Complex (ARC) or Positive HTLV-III/LAV Antibody

The College recognizes that AIDS and AIDS Related Complex (ARC) represent significant public health threats of increasing proportions. A dual program of education/prevention for all students and staff as well as counseling and other services for those affected with the disease represent appropriate responses as the institution seeks to be of assistance.

Students or employees who have Acquired Immune Deficiency Syndrome (AIDS) or a positive HTLV-III/LAV antibody are also a concern of the College. Response to each known case will be according to its own particular facts. Any student/employee with AIDS should notify the College of any changes in his/her medical

condition which might pose any risk of potential transmission (e.g. open sores, bleeding, injury, and the like).

Any information concerning the affected person's medical condition will be handled as confidential information as established in Florida Statute 381.609 and by the American College Health Association's Recommended Standards and Practices for a College Health Program, Fourth Edition, 1984:

"In general, it is recommended that no specific detailed information concerning complaints or diagnosis be provided to faculty, administrators, or even parents, without the expressed written permission of the patient in each case. This position with respect to health records is supported by an amendment to the Family Rights and Privacy Act of 1974."

Therefore, no person, group, agency, insurer, employer, or institution will be provided and medical or other information without the prior specific written consent of the affected person.

On a case-by-case basis health science student/employees will be evaluated to determine the risk of transmission. If necessary, the student/employee may be required to adhere to policies related to "any" communicable disease.

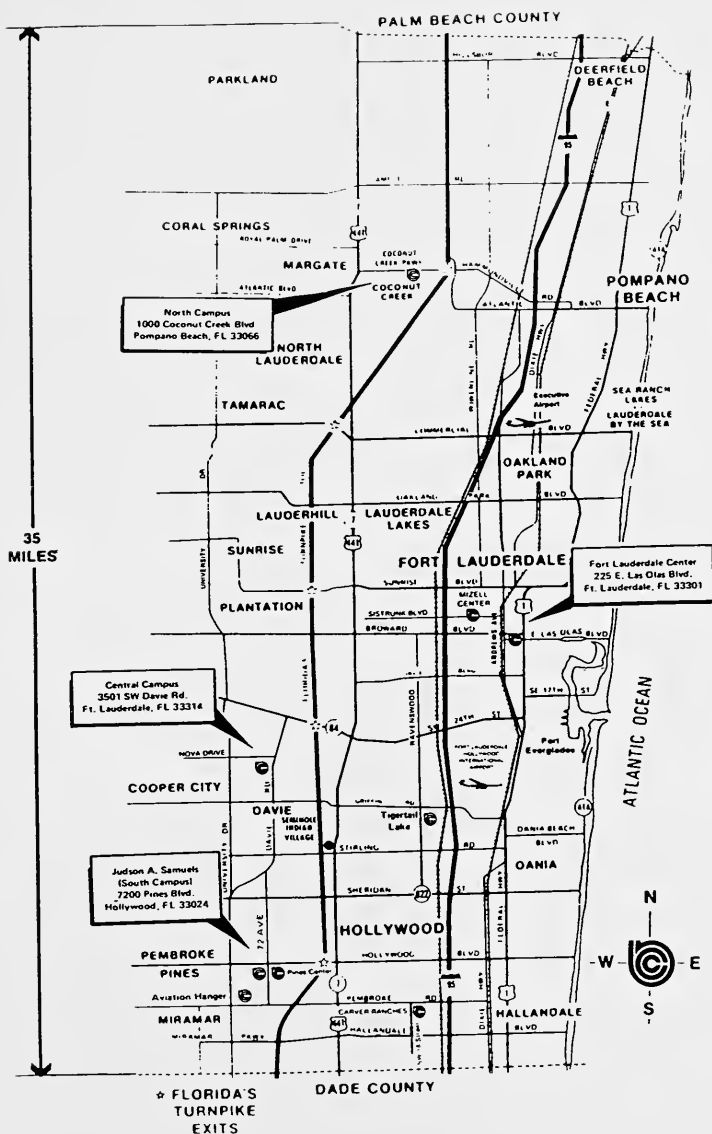
The College will seek to work cooperatively with all appropriate community, health/mental health organizations and agencies as BCC provides programs responsive to this policy.

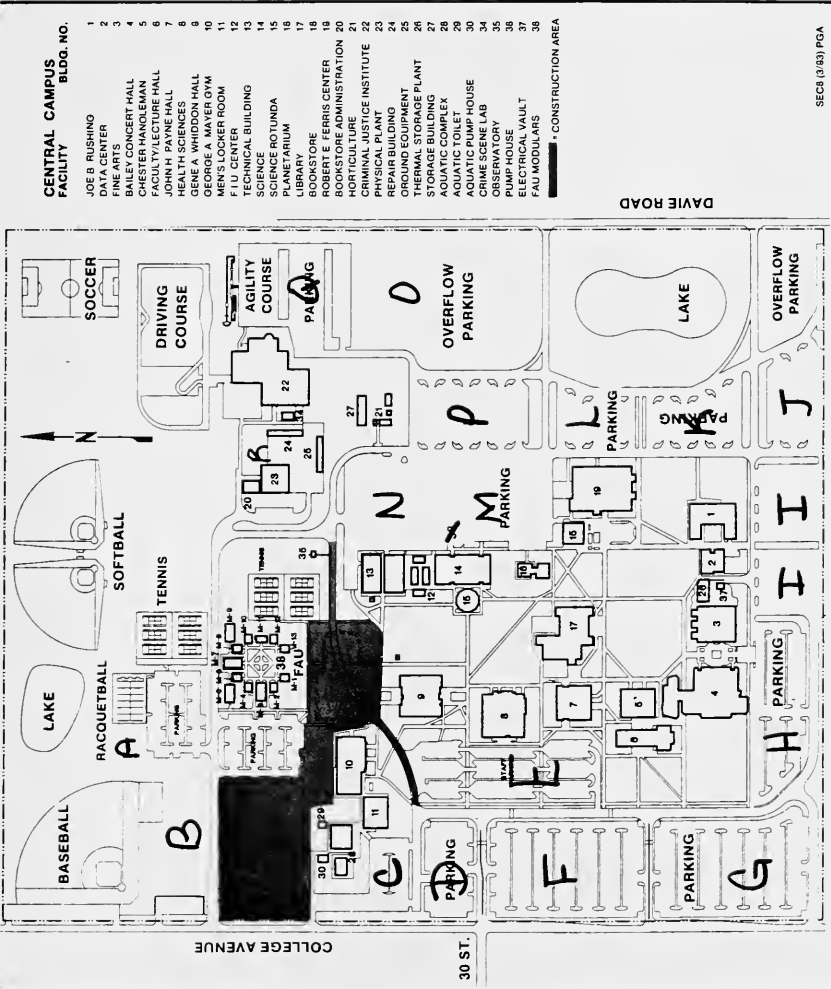
The CLAST Test

The State of Florida has developed a test of college level communication and computation skills. The test is called the College Level Academic Skills Test (CLAST).

A passing score on the test is required by Florida Statutes and rules of the State Board of Education in order to receive an A.A. degree and be admitted to upper division status in the State University System. Students who do not pass all four components of the test will not be awarded the Associate of Arts degree.

The campus Counseling and Registration offices on each campus will advise students how and when to register for the CLAST. CLAST review courses are offered prior to each test administration. Students are encouraged to enroll in these courses.





NORTH CAMPUS

NORTH CAMPUS

1000 Coconut Creek Boulevard
Coconut Creek, FL 33066

Registration:

973-2240, Building 48, 2nd floor

Bursar:

973-2210, Building 48, 2nd floor

Bookstore:

973-2225, Building 48, 1st floor (Cafeteria)

Security:

973-2229, Building 48, 1st floor (Cafeteria)

Directions:

Florida Turnpike to Pompano Beach, Exit
67, to Coconut Creek Parkway

